



MEMORANDUM

107.07-17A MIAMI-DADE/GSA-MAT. MGT.

Agenda Item No. 16(D)1

TO: Honorable Chairperson Barbara Carey-Shuler, Ed.D. DATE: October 7, 2003
and Members, Board of County Commissioners

FROM: George A. Burgess
County Manager

SUBJECT: Request to Advertise for Bond
Consultant Project No. E03-
WASD-03 for Miami-Dade
Water and Sewer Department for
Ratification by Board of County
Commissioners

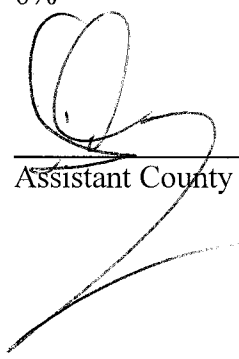
Attached is the Request to Advertise for Consultant Selection prepared by the Miami-Dade Water and Sewer Department (WASD) for ratification by Board of County Commissioners.

PROJECT NAME:	Bond Consulting Services
PROJECT NO:	E03-WASD-03
PROJECT DESCRIPTION:	Provide bond consulting services. Prepare an annual report, make recommendations on rates and charges, conduct annual inspection of one-third of WASD's facilities and issue report for inclusion in an official statement for revenue bond offerings and provide other advice as appropriate. The consultant will also provide engineering services for WASD which do not present conflicts of interest relative to the firm's bond consultant duties.
PROJECT LOCATION:	Miami-Dade County
PROJECT TECHNICAL CERTIFICATION REQUIREMENTS:	6.01 – Water Distribution and Sanitary Sewage Collection and Transmission Systems; 6.02 Major Water and Sanitary Sewage Pumping Facilities; 6.03 – Water and Sanitary Sewage Treatment Facilities
COST ESTIMATE:	\$1,500,000
PROJECT PERIOD:	Three years with two one-year options to renew
MINIMUM QUALIFICATIONS EXCEED LEGAL REQUIREMENTS:	No

Miami-Dade Water and Sewer Department
Project No. E03-WASD-03

FUNDING SOURCE:	Water and Sewer Revenue
BUDGET / EXPENDITURE CODE:	Not Applicable
DEPARTMENT TECHNICAL CONTACT PERSON AND PHONE NUMBER:	Bonnie Wells (786) 552-8107
DEPARTMENT CONTACT PERSON AND PHONE NUMBER:	Sara Leu (786) 552-8045
REVIEW COMMITTEE:	June 23, 2003
REVIEW COMMITTEE ASSIGNED CONTRACT MEASURES:	1 Agreement - 0% CBE
USING AGENCY :	Miami-Dade Water and Sewer Department
MANAGING AGENCY:	Miami-Dade Water and Sewer Department
LIVING WAGE:	Not Applicable
RESPONSIBLE WAGE:	Not Applicable
INSPECTOR GENERAL FEE:	Provision Included
IPSIG:	Provision Included
ALLOWANCES/CONTINGENCY:	0%
ORDINANCE No. 00-65	

**APPROVED AS TO LEGAL
SUFFICIENCY:**



Assistant County Attorney

Date



Assistant County Manager

DEPARTMENT SELECTION COMMITTEE RECOMMENDATIONS:

Committee Member & Title	Year Hired	Gender / Ethnicity	Education	Professional Licenses
Humberto Codispoti Assistant Director	1989	Hispanic Male	Bachelor of Engineering	Professional Engineer; General Contractor
Dana M. Moss, Sr.	2000	Black Male	Bachelor of Science- Accounting; Master Of Business Administration	Certified Public Accountant

CONCURRENCE:  for DATE: 8/21/03
Roger T. Hernstadt
Capital Improvements Coordinator

c: Inspector General
Pam Paulk, CICC
Marsha Jackman, DBD

**MIAMI-DADE COUNTY, FLORIDA
NOTICE TO PROFESSIONAL CONSULTANTS**

**MIAMI-DADE WATER AND SEWER DEPARTMENT
BOND CONSULTING SERVICES
PROJECT NO. E03-WASD-03**

The County Manager, Miami-Dade County, pursuant to Chapter 287.055, Florida Statutes, and Chapter 2 Section 10.4 of the Miami-Dade County Code as amended by Ordinance 01-105, and Administrative Order 3-33, announces that the Miami-Dade Water and Sewer Department (WASD) will require professional engineering services from a qualified consultant to act in the capacity of WASD's consultant pursuant to Section 607 of the Senior Bond Ordinance No. 93-134. The firm shall have experience in the field of water and wastewater engineering. The consultant shall be responsible for preparing an Annual Report on the water and sewer utility system before September 1st of each year; setting forth recommendations as to any necessary revisions of rates and charges; determining the amount to be deposited in the renewal and replacement fund during the next fiscal year and; other advice as appropriate; conducting an annual inspection of approximately one-third of WASD's facilities; rendering a written report as to the state of condition and repair of the system; and generating recommendations, approvals and/or certifications in connection with the various sections of the Bond Ordinance including issuance of Engineering Consultant's Report for inclusion in official statements for water and sewer revenue bond offerings.

During the effective term of the agreement, the retained firm may, at the sole discretion of WASD, also provide engineering services for WASD such as planning, feasibility, vulnerability and risk assessment and process studies, which do not present conflicts of interest relative to the firm's bond consultant duties. The term of the agreement is proposed to be three (3) years with two one-year options to renew and maximum compensation limit of \$1,500,000 for all professional services requested during the term of the agreement. No minimum amount of work or compensation will be assured to the retained consultant.

Interested consultants must have experience with performing bond consulting services for comparable sized utilities. To fulfill these specialized needs, WASD intends to retain one qualified firm. The County reserves the right to re-use the work projects of the retained consultant and to retain other consultants to provide the same of similar services at its sole discretion.

All questions regarding this project shall be in writing and addressed to Ms. Pam Paulk of the Department of Procurement Management or faxed to (305) 375-1109 with a copy filed with the Clerk of the Board or faxed to (305) 375-2484.

**TECHNICAL CERTIFICATION REQUIREMENTS
PRIME**

- 6.01 - Water Distribution and Sanitary Sewage Collection and Transmission Systems
- 6.02 - Major Water and Sanitary Sewage Pumping Facilities
- 6.03 - Water and Sanitary Sewer Systems - Required

0% CBE Goal



Dept. of Business Development Project Worksheet

Project/Contract Title: BOND ENGINEERING SERVICES FOR MIAMI-DADE WATER AND SEWER DEPARTMENT (SIC 871)
 Project/Contract No: E03-WASD-03
 Department: WATER AND SEWER
 Estimated Cost of Project/Bid: \$1,500,000.00

Funding Source:
WATER AND SEWER
REVENUES

RC Date: 06/25/2003
 Item No: 1-01

Resubmittal Date(s):

Description of Project/Bid: TO ESTABLISH A PSA TO PROVIDE BOND ENGINEERING SERVICES FOR A THREE-YEAR TERM WITH TWO ONE-YEAR OPTIONS TO RENEW. RESPONSIBILITIES INCLUDE PREPARING AN ANNUAL REPORT ON THE WATER AND SEWER SYSTEM, MAKING RECOMMENDATIONS CONCERNING RATES AND CHARGES; CONDUCTING AN ANNUAL INSPECTION OF APPROXIMATELY ONE-THIRD OF WASD'S FACILITIES; ISSUING AN ENGINEERING CONSULTANT'S REPORT FOR INCLUSION IN OFFICIAL STATEMENTS FOR REVENUE BOND OFFERINGS; AND PROVIDING OTHER ADVICE AS APPROPRIATE. THE CONSULTANTS AS WELL AS THE SUBCONSULTANTS WILL BE PROHIBITED FROM DOING DESIGN WORK FOR WASD TO AVOID POTENTIAL CONFLICTS OF INTEREST. TC: 6.03 (PRIME).

Contract Measures Recommendation

Measure	Program	Goal Percent
No Measure		

Reasons for Recommendation

An analysis of the trades required for the project, as well as an analysis of the availability of CBEs, revealed insufficient availability.

SIC 871 - Engineering and Architectural Services

Analysis for Recommendation of a Goal

Subtrade	Cat.	Estimated Value	% of Items to Base Bid	Availability
		\$0.00		0
Total		\$0.00		0

Living Wages: YES ☐ NO ☒

Responsible Wages: YES ☐ NO ☒

Ordinance 90-143 is applicable to all construction projects over \$100,000 that do not utilize Federal Funds

REVIEW COMMITTEE RECOMMENDATION

Set Aside	Level 1	Level 2	Level 3
Trade Set Aside (MCC)		Goal	Bid Preference
No Measure		Deferred	Selection Factor

Chairperson, Review Committee

Date

County Manager

Date

MIAMI-DADE COUNTY
REQUEST TO ADVERTISE
ARCHITECTURAL/ENGINEERING PROJECT

Date: August 8, 2003

Thru: Office of Management and Budget (OMB)
To: County Manager's Office

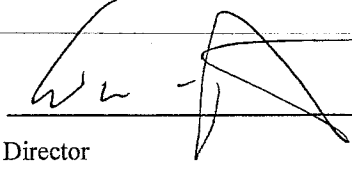
Project Title: Bond Engineer Services E03-WASD-03

Location: Miami-Dade County

Cost Estimate: \$ 1,500,000

Explanation: (Full description of project details)

The consultant will: prepare an Annual Report on the water and sewer utility system; make recommendations as to any necessary revisions of rates and charges; determine the amount to be deposited in the renewal and replacement fund during the next fiscal year; conduct annual inspection of 1/3 of WASD's facilities; provide engineering services which do not conflict with bond consultant duties, such as studies and planning; prepare the Engineering Consultant's Report for inclusion in official statements for water and sewer revenue bond offerings.

Signature: 

Title: Director

Department: Miami-Dade Water and Sewer Department

FUNDS BUDGETED

BUDGET DEPARTMENT CERTIFICATION

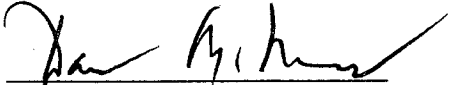
FUNDS AVAILABLE

Code: Wastewater Renewal Fund
F/Y '04- \$80,000
Expense Account
99-920-372-002

Code: _____

Date: August 8, 2003

Date: 8-15-03

By: 
Dana Moss, Assistant Director-Finance

By: 